

WHTM-TV
EEO PUBLIC FILE REPORT
March 29, 2017 - March 31, 2018

Nexstar is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, national origin, age, religious creed, disability, marital status, pregnancy, sexual orientation, veteran status, citizenship or any other characteristic protected by law.

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1, 4-12, 16-22, 24-35, 38-39	9
Production Technician PT	1, 4-12, 15, 17-22, 24-36, 38-39	15
Integrated Digital Specialist	4-12, 17-22, 24-35, 38-39	11
Multimedia Journalist	4-8, 10, 12-14, 17, 19-35, 38-39	34
Multimedia Journalist	4-8, 10, 12-14, 17, 19-35, 38-39	13
Account Executive	2, 4-12, 17, 19-35, 38-39	23
Account Executive	2, 4-12, 17, 19-35, 38-39	2
Promotions Producer	4-12, 17, 19-35, 38-39	9
Media Content Manager	4-8, 10, 12-13, 17, 19-35, 38-39	35
Meteorologist	4-10, 12, 17, 19-35, 38-39	26
News Director	4-10, 12-13, 17, 19-35, 38-39	13
Director	4-12, 17, 19-35, 38-39	34
Graphic Artist	4-8, 10-13, 17, 19-35, 38-39	11
Web Producer / Assignment Editor (Part-Time)	3-8, 10, 12-13, 17, 19-35, 38-39	23
Multimedia Journalist	3-12, 14, 17, 19-35, 38-39	14
Multimedia Journalist	3-12, 14, 17, 19-35, 38-39	11
Multimedia Journalist	3-12, 14, 17, 19-35, 38-39	35
Production Assistant	3-8, 10-12, 17, 19-35, 38-39	23
Account Executive	3-12, 17, 19-35, 38-39	9
Production Assistant	3-12, 17, 19-35, 38-39	11
Promotions Producer	3-8, 10-12, 17, 19-35, 38-39	11
Photojournalist	3-10, 12-13, 17, 19-35, 38-39	9
Photojournalist	3-10, 12-13, 17, 19-35, 38-39	9
Executive Producer	3-8, 10-13, 17, 19-35, 37-39	13
Producer	3-8, 10, 12-13, 17, 19-35, 37-39	13

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	AARP Senior Community Service Employment Program Bldg 3-100, 2101 North Front Street Harrisburg, Pennsylvania 17110 Phone : 717-234-5961 Url : http://www.aarpworksearch.org Email : swilluski@aarp.org Shawn Willuski	N	0
2	Advertisement-TV	N	2
3	Army Community Service - Carlisle Barracks Building 632, Wright Avenue Army Community Service Carlisle Barracks Carlisle, Pennsylvania 17013-5046 Phone : 717-962-5342 Email : jeffrey.a.hanks3.civ@mail.mil Jeffrey Hanks	N	0
4	Bowie State University J.Alexander Wiseman Centre, Rm. 126 14000 Jericho Park Rd. Bowie, Maryland 20715 Phone : 301-860-3825 Url : http://www.bowiestate.edu Job Listings Manual Posting	N	0
5	Cheyney University 324 Burleigh Hall, 1837 University Circle P. O. Box 200 Cheyney, Pennsylvania 19319 Phone : 610-399-2033 Url : http://www.cheyney.edu Job Listings Manual Posting	N	0
6	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : http://www.collectivetalent.com Email : bille@michaelsmedia.com Michael Bille	Y	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	County of York Veterans Affairs 100 West Market Street York, Pennsylvania 17401 Phone : 717-771-9218 Email : tgendron@yorkcountypa.gov Fax : 1-717-771-4617 Terry Gendron	N	0
8	Delaware State University Martin Luther King, Jr. Student Center, Suite 333 1200 N. DuPont Highway Dover, Delaware 19901 Phone : 302-857-6120 Url : http://www.desu.edu Job Listings Manual Posting	N	0
9	Employee Referral	N	17
10	Howard University C.B. Powell Building, Room 206 525 Bryant Street, NW Washington, District of Columbia 20059 Phone : 202-806-7513 Url : http://www.howard.edu Job Listings Manual Posting	N	0
11	Indeed.com	N	21
12	Interactive Government 7432 Alban Station Blvd B248 Springfield, Virginia 22150 Phone : 717-861-2547 Email : Rebecca.m.kuleba.ctr@mail.mil Rebecca Kuleba	N	0
13	Internal Promotion	N	8
14	Intracompany Transfer	N	2
15	Job Fair	N	2
16	Job/Bulletin Board	N	1

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17	K.I. Recruiting 2500 N. 3rd Street Harrisburg, Pennsylvania 17110 Phone : 717-215-2892 Url : http://www.welcometoharrisburg.com Email : welcometoharrisburg@gmail.com Rebecca Doctrow	Y	0
18	Media General Operations 333 E. Franklin Street Richmond, Virginia 23219 Phone : 717-236-2727 Url : www.mediageneral.com/careers Patti Jarvis Manual Posting	N	0
19	MediaLine P.O. Box 51909 Pacific Grove, California 93950 Phone : 800-237-8073 Url : http://www.medialine.com Email : medialine@medialine.com Mark Shilstone	N	0
20	Messiah College 1 College Ave Mechanicsburg, Pennsylvania 17055 Phone : 717-691-6016 Url : www.messiah.edu Carol Hall Manual Posting	N	0
21	National Association of Hispanic Journalist, Region 3 503 Martindale St. Suite 300 Pittsburgh, Pennsylvania 15212 Phone : 850-459-5064 Url : http://www.nahj12.com Email : chrisram46@yahoo.com Chris Ramirez	N	0
22	National Press Photographers Association 3200 Croasdaile Dr. Suite 306 Durham, North Carolina 27705 Phone : 919-383-7246 Url : http://www.nppa.org Email : tkenniff@nppa.org Thomas Kenniff	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
23	Nexstar Media Group, Inc. 545 E. John Carpenter Freeway Suite 700 Irving, Texas 75062 Phone : 972-764-6715 Terri Bush Manual Posting	N	21
24	Office of Vocational Rehabilitation (Harrisburg Office) 555 Walnut St., 8th Floor Harrisburg, Pennsylvania 17101-9977 Phone : 717-346-2788 Url : www.dli.state.pa.us Email : ronadavis@pa.gov Fax : 1-717-783-7245 Ron Davis	Y	0
25	Office of Vocational Rehabilitation (York District Office) 2550 Kingston Road, Suite 101 York, Pennsylvania 17402 Phone : 717.771.4407 ext 234 Url : www.dli.state.pa.us Email : cmento@pa.gov Fax : 1-717-771-4421 Caitlin Mento	Y	0
26	PA State University College of Communications Office of Internships & Career Placement 208_D Carnegie Building University Park, Pennsylvania 16802 Phone : 814-863-4674 Url : http://www.psu.edu Email : rpm163@psu.edu Bob Martin	Y	1
27	Pennsylvania Army National Guard Department of Military & Veterans Affairs Building 7-10 FTIG Annville, Pennsylvania 17003-5002 Phone : 717-861-2640 Email : jon.m.skipper.mil@mail.mil Fax : 1-717-861-9399 Sergeant Jon Skipper	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
28	Pennsylvania Association of Broadcasters 8501 Paxton Street Hummelstown, Pennsylvania 17036 Phone : 717-482-4820 Url : http://www.pab.org Gail Ponti Manual Posting	N	0
29	Pennsylvania Career Link 100 N. Cameron St. Harrisburg, Pennsylvania 17101 Phone : 717-783-3270 Url : http://www.cwds.state.pa.us Job Listings Manual Posting	N	0
30	Robert Morris University The PPG Industries Career and Leadership Development Center 6001 University Boulevard Moon Township, Pennsylvania 15108 Phone : 412-397-3200 Url : http://www.rmu.edu Email : careers@rmu.edu Marla Burgess	Y	0
31	Slippery Rock University 124 Bailey Library 1 Morrow Way Slippery Rock, Pennsylvania 16057 Phone : 724-738-2028 Url : http://www.sru.edu Job Listings Manual Posting	Y	0
32	Susquehanna University 514 University Avenue Selinsgrove, Pennsylvania 17870 Phone : 570-372-4300 Url : http://www.susqu.edu Email : lawtona@susqu.edu Aisulu Lawton	N	0
33	Totton-Peters Communications, Inc. 4611 Clarendon Street Harrisburg, Pennsylvania 17109 Phone : 717-736-0222 Email : jmariepeters@yahoo.com Joan Peters	Y	0

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34	TVJOBS.com P.O. Box 4116 Oceanside, California 92052 Phone : 800-374-0119 Url : http://www.tvjobs.com Email : jobs@tvjobs.com Mark Holloway	N	9
35	WHTM-TV 3235 Hoffman St. Harrisburg, Pennsylvania 17110 Phone : 717-236-2727 Url : http://www.abc27.com Patricia Jarvis Manual Posting	N	3
36	Word of Mouth Referral	N	1
37	www.mediagignow.com 5000 Crossmill Road McLeansville, North Carolina 27301 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
38	York College of Pennsylvania Campbell Hall, Room 200 441 Country Club Road York, Pennsylvania 17403 Phone : 717-846-7788 Url : http://www.ycp.edu Job Listings Manual Posting	N	1
39	York PA Productions, LLC 758 West King St. 2nd Floor - Side York, Pennsylvania 17401-3627 Phone : 800-339-0770 Email : christopher.simonton@yahoo.com Christopher Simonton	Y	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			89

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	4/1/2017	Establishment of an intern program designed to assist members of the community	Twelve (12) students from ten (10) institutions of higher education participated in our News, Sports and Production Intern program. The students honed their interviewing skills, prepared packages, learned how to operate equipment, and how to produce a newscast. While their work could not be used on-air, staff members helped the interns simulate a portion of a broadcast that was taped to provide them with footage for a resume reel to seek future employment.	13	Reporter Reporter Reporter Director
2	4/1/2017	Participation in job banks, internet programs and other programs designed to promote outreach	WHTM utilizes a number of web-based job banks which are advertised through various organizations and companies whose membership are believed to include substantial participation of women and minorities. These include Media Line, NPPA, NAHJ Region 3, Pennsylvania Broadcasters Association, TVJobs.com, Collective Talent, K.I. Recruiting and the Pennsylvania Career Link.	1	Human Resource Specialist
3	4/1/2017	Participation in other activities designed by the station employment unit	WHTM hosted ten (10) high school and college age students during this report period who were interested in learning more about various careers in the broadcasting field. These students shadowed employees in News, Production, Weather and Sports.	5	Sports Director Assistant News Director Anchor Reporter Meteorologist

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	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
4	4/1/2017	Participation in events sponsored by community groups	Several WHTM staff participated in a variety of events throughout the year designed to promote the importance of education and encourage young students to excel in school. Several staff members participated in reading and writing events: Read Across America at Highland Elementary, American Literacy Cooperation's Writers and Illustrators Summer Camp, Importance of Reading Assembly at Ben Franklin Elementary, Capital Region Literacy Council Book Bash, and 500 Men Reading at Harrisburg High School. Staff members also participated in events throughout the year that raised money to support scholarships and enrichment programs from various local schools and organizations: Cumberland Valley Eagle Foundation, Cumberland Valley Touch of the Valley, Shippensburg University Alumni Association Legacy Scholarship, and Simpson Ferry Library.	7	Investigative Reporter Anchor Reporter Anchor Reporter Anchor Reporter
5	4/1/2017	Participation in other activities designed by the station employment unit	Throughout this reporting period, WHTM-TV aired a 30-second spot on our Station that promoted our employment opportunities and general outreach efforts. This spot is aimed at enhancing our recruiting efforts to reach organizations, particularly those that support women and minorities, who can refer candidates for job opportunities at WHTM-TV.	1	Human Resource Specialist

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6	4/1/2017	Participation in other activities designed by the station employment unit	Now in its third year, “abc27’s StormTrack Center Live!” continues to be a popular event in our market. WHTM staff members have designed a 2-hour presentation for students that focuses on the job duties of various News staff when our area experiences extreme weather. The program begins with a 25-minute assembly with two of our meteorologists conducting weather experiments on stage along with a projected presentation and student involvement in demonstrations regarding weather impact on our lives. During the second part of the program, students rotate through eight stations, manned by WHTM staff and teachers, to learn the role of each job in covering severe weather. Stations include the following staff and topics: Meteorologists explaining forecasting and the use of the Chroma Key; the Chief Photographer demonstrating broadcasting from the field; a Reporter demonstrating live shots; and an Anchor providing a virtual tour of the studio and demonstrating a teleprompter. These events were held at nine (9) different elementary and middle schools in our market and reached between 2000 – 2500 students in total!	6	Meteorologist Chief Photographer Reporter Anchor Reporter
7	4/3/2017	Participation in other activities designed by the station employment unit	WHTM’s Investigative Reporter recorded a news podcast episode in front of a live audience of students at Fannett Metal High School to demonstrate how the distribution of news has changed due to modern technology. Students were able to see how a news broadcast is put together. They also gained knowledge about the importance of their role in their communities and how to get involved in the news.	1	Investigative Reporter

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8	4/4/2017	Participation in events sponsored by community groups	During the summer of 2017, WHTM's Meteorologist spoke at several events about careers related to weather forecasting and weather broadcasting. He spoke to between thirty (30) and forty (40) senior citizens in Hershey, PA on April 4, 2017; to about ten (10) to fifteen (15) kids at Trails and Trees Center Weather camp on June 21, 2017 and about twenty (20) to thirty (30) kids at Camp Discovery in Schaefferstown on July 26, 2017.	1	Meteorologist
9	4/19/2017	Participation in Job Fairs	WHTM-TV staff, which included the Creative Services Director who is a hiring manager, participated in the first ever "Tailgating for Jobs" at Messiah College. This unique job fair was designed to bring the employers to the students! WTHM, along with many other employers, set up recruiting tables in the parking lot at Messiah College and engaged students as they were walking between classes or during a free period. WHTM was able to promote current vacancies and internships at the station as well as promote our station for future employment possibilities.	2	Creative Services Director Human Resource Specialist
10	4/25/2017	Participation in events or programs sponsored by educational institutions	Three staff members participated in the Cumberland Valley High School Career Fair: an Anchor/Reporter, a Traffic Anchor/Reporter and the Human Resource Specialist. The staff interacted with students and spoke about the academics and practical experience necessary to work in broadcasting. They also reviewed the various media careers available.	3	Anchor Reporter Traffic Anchor Reporter Human Resource Specialist
11	5/26/2017	Participation in events sponsored by community groups	On May 26, 2017, an Anchor/Reporter from WHTM was a speaker to the Diversity and Inclusion Professionals of Central PA, a group consisting of about 30 members from industry, government and non-profit organizations. She spoke about growing up, living and working in diverse communities and how that background has helped shape her career in broadcasting.	1	Anchor Reporter

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12	5/26/2017	Participation in events or programs sponsored by educational institutions	WHTM's Anchor/Reporter joined 37 other presenters at the Robert Reid Elementary School in Middletown sharing information on why she chose to go into a career in journalism and how she prepared herself for success. She also shared information with the students about how a television station operates.	1	Anchor Reporter
13	6/13/2017	Participation in events sponsored by community groups	WHTM's Anchor/Reporter was a career day speaker at Penbrook Summer Camp in Penbrook, PA. She spoke to 20 kids ranging in age from seven to fifteen about careers in journalism and answered their questions.	1	Anchor Reporter
14	6/27/2017	Participation in events sponsored by community groups	WHTM's Sports Director spoke to the Lower Paxton Lion's Club about sportscasting as a career and local sports. He answered questions from the group including educational requirements for the role and how to get a job in this field.	1	Sports Director
15	6/28/2017	Listing of each upper-level category opening in a job bank or newsletter	During this reporting period, WHTM recruited for a News Director which is a senior level management position. WHTM utilized a number of web-based job banks which are advertised through various organizations and companies whose membership are believed to include substantial participation of women and minorities.	1	Human Resource Specialist
16	7/4/2017	Participation in other activities designed by the station employment unit	On two separate occasions during this reporting period, WHTM-TV produced and aired a 30-second spot advertising an employment opportunity for an Account Executive position at our station. The first spot ran 518 times between July 4, 2017 and September 24, 2017. The second spot ran 40 times between December 6, 2017 and December 10, 2017. These spots reached a wide range of viewers which include women and minorities.	1	Local Sales Manager

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17	8/29/2017	Participation in Job Fairs	WHTM-TV was the Media Sponsor for the Veterans' Expo and Job Fair held at the Camp Hill Radisson in Camp Hill, Pennsylvania. In addition to providing wide publicity for the event, station personnel, including the Creative Services Director who is a hiring manager, met with prospective employment candidates interested in positions in the broadcast industry. Information about opportunities at the Station was also shared with a number of agencies who can refer candidates to WHTM.	4	Creative Services Director Anchor Reporter Anchor Reporter Human Resource Specialist
18	9/14/2017	Participation in Job Fairs	WHTM-TV participated for the first time in a Hiring Our Heroes job fair. In attendance were the Local Sales Manager who is a hiring manager and the Human Resource Specialist. This event targeted military personnel who are transitioning to the civilian workforce and military spouses looking for employment opportunities. Station personnel were able to discuss vacancies at the Station and throughout Nexstar Broadcasting.	2	Local Sales Manager Human Resource Specialist
19	9/25/2017	Participation in events or programs sponsored by educational institutions	WHTM's Anchor/Reporter volunteered to be interviewed by a Shippensburg University student who was completing a school project on television news journalism. The Anchor/Reporter was able to share details about careers in broadcasting.	1	Anchor Reporter
20	10/17/2017	Participation in events or programs sponsored by educational institutions	WHTM's Anchor/Reporter emceed the Young Women's Leadership Conference in York, Pennsylvania. The conference, attended by approximately 1100 seventh-grade girls from 14 York county school districts, focused on developing leadership skills and helping young women build self-respect, self-esteem and self-confidence.	1	Anchor Reporter

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	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
21	10/18/2017	Provision of training to management	Hiring managers from WHTM-TV participated in training sponsored by the Pennsylvania Association of Broadcasters and the Massachusetts Broadcasters Association. Attorneys from Pillsbury Winthrop Shaw Pittman provided an overview and explanation of the FCC's Equal Opportunity Employment rules and policies and discussed ways for Stations to meet their obligations to ensure equal opportunity is afforded to all.	5	News Director Creative Services Director General Sales Manager Local Sales Manager
22	10/19/2017	Participation in events or programs sponsored by educational institutions	WHTM's Anchor/Reporter was a guest speaker for a senior journalism class at Lebanon Valley college. The staff member shared information about preparing for a career in broadcast journalism and then participated in an hour-long question and answer period with the students.	1	Anchor Reporter
23	11/1/2017	Participation in events or programs sponsored by educational institutions	WHTM's Investigative Reporter was a guest presenter via Skype to approximately fifteen (15) broadcast journalism majors in a communications class at Syracuse University. She spoke with the group about her job responsibilities as an Investigative Reporter and the educational preparation necessary for that role.	1	Investigative Reporter
24	12/1/2017	Participation in events or programs sponsored by educational institutions	In December 2017, WHTM's Anchor/Reporter was the featured speaker at the Career Café at Lamberton Middle School. He spoke to the entire school about being a reporter, focusing on key skills needed to be successful in this field and how to prepare themselves for a career in broadcasting.	1	Anchor Reporter

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25	1/22/2018	Provision of training to management	All Nexstar managers participated in anti-harassment and non-discrimination training during the first quarter of 2018. The training, Harassment and Discrimination Prevention, was designed to help managers identify and eliminate workplace harassment and discrimination based on protected characteristics by helping them understand the law and demonstrating how to appropriately respond to misconduct. Among other topics, the training included unconscious bias, how to create an inclusive work environment and options for bystander intervention.	12	General Manager Director of Broadcast Operations Digital Sales Manager News Director
26	2/21/2018	Participation in events or programs sponsored by educational institutions	During the first quarter of 2018, station Meteorologists traveled to five (5) schools (Mount Rock Elementary School on February 21; Grace B Luhrs Elementary School on February 23; Washington Heights Elementary School on February 28; St. Patrick School on March 15; and East High Street Elementary on March 28) with WHTM's mobile weather vehicle and connected with more than two hundred (200) students. Students got a behind the scenes look at what a Meteorologist does on the job through a virtual tour of the Station's weather department and hands-on experience reading weather instruments. Staff shared the curriculum necessary to become a Meteorologist and their day-to-day responsibilities.	3	Meteorologist Meteorologist Meteorologist
27	2/22/2018	Participation in events or programs sponsored by educational institutions	WHTM's Meteorologist participated in science nights at Red Mill Elementary School on February 22, 2018 and at Hillside Elementary School on March 15, 2018. Between 300-350 students at the two schools observed weather experiments designed to demonstrate weather forecasting and to ignite in students an interest in meteorology as a career.	1	Meteorologist

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28	3/8/2018	Participation in events or programs sponsored by educational institutions	Hundreds of students from across WHTM's viewing area participate annually in the Capital Area Science and Engineering Fair (CASEF). Students submit science projects that are judged for scholarship prizes. WTHM's Meteorologist opened the awards ceremony speaking to the group about careers in science and broadcasting and then presented the award from the American Meteorological Society for outstanding project in Atmospheric Sciences. This is one of his favorite events to host during the year because he is speaking to and giving awards to the next generation pursuing his field of study.	1	Meteorologist
29	3/14/2018	Participation in Job Fairs	WHTM-TV again participated in the Career Expo Job & Internship Fair at York College of Pennsylvania. The event provided a forum for Station personnel to meet with York College students and alumni. The News Director and the General Sales Manager, both managers with substantial responsibility for hiring decisions, spoke about current and future job opportunities as well as internships options at WHTM.	2	News Director General Sales Manager
30	3/15/2018	Participation in events or programs sponsored by educational institutions	Two representatives from WHTM-TV, an Anchor/Reporter and the Human Resource Specialist, participated in the Middletown High School Career Expo. The representatives spoke with sophomore, junior and senior students who were interested in careers in journalism, sports broadcasting and graphic design. The representatives also spoke with freshmen students to help them understand careers available in the broadcast industry.	2	Anchor Reporter Human Resource Specialist

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31	3/16/2018	Participation in Job Fairs	Over the eleven years that WHTM personnel have been attending the job fair at Pennsylvania State University, JobExpo.Comm Career/Internship Fair has proven to be the premier recruiting event in Central Pennsylvania. Now in its nineteenth year, Penn State's College of Communications bring together students and soon-to-be graduates in the field of journalism, media studies, film/video, advertising and public relations with recruiters from the Northeast's most highly respected broadcast and cable organizations. WHTM's News Director, who has substantial responsibility for hiring decisions, and Human Resource Specialist attended this event. The expo attracted over four hundred fifty (450) students with practical relevant experience looking for full-time positions and internship opportunities. This event is always one of the most successful career and internship fairs that the station attends.	2	News Director Human Resource Specialist
32	3/23/2018	Participation in events or programs sponsored by educational institutions	On March 23, 2018, a Photojournalist from WHTM participated on a panel at Kutztown University. The panel discussed careers in the media and WHTM's employee spoke specifically about careers in broadcasting.	1	Photojournalist